

CITY OF ROSWELL, NM

EOE

POSITION OPENING #10-090

POSITION: Laborer I - Golf Course

DEPARTMENT: Golf Course

WORK SCHEDULE: 6:00 am to 2:30 pm, Monday through Friday. Hours may vary to include weekends and holidays.

SALARY: \$7.5000 per hour

STATUS: Temporary Full-Time

OPENING DATE: August 17, 2010

DEADLINE TO SUBMIT REQUIRED APPLICATION: September 17, 2010

LABORER I – GOLF COURSE

Definition and Distinguishing Characteristics

This is routine work in a variety of manual labor and semi-skilled work assignments. Work involves the performance of routine tasks and assisting a full-functioning employee in work areas as assigned.

Work is normally performed on a temporary or seasonal basis. Work involves no decision-making responsibilities and is usually performed under close supervision, with employee receiving specific instructions as to what is expected.

Typical Examples of Work Performed

May participate in mowing grass, trimming shrubs and trees, cutting weeds, digging and refilling ditches and holes and other grounds maintenance tasks.

Loads and unloads materials and equipment. Assists in setting up job sites and cleans up job sites when job is completed.

May perform maintenance and custodial tasks, such as washing vehicles, washing windows, sweeping and mopping floors, etc.

Cleans grounds areas of paper, trash and other debris.

Uses a variety of hand tools, such as pick and shovel and may use some power equipment and tools, such as powered lawn mowers, string weed trimmers, tampers and similar tools and equipment.

May drive City vehicles.

Performs other related work as required.

Knowledges, Skills and Abilities

Some knowledge of the use of simple hand tools and ability to learn the use of small power tools and related equipment.

Ability to work reliably without constant supervision.

Ability to understand and follow simple instructions.

Ability to perform manual labor for extended periods of time, sometimes under unfavorable weather conditions.

Ability to understand and follow basic safety precautions, rules and regulations.

Ability to drive City vehicles safely and efficiently.

Ability to establish and maintain effective working relationships with fellow employees and the general public.

Minimum Requirements of Education and Experience

None required. However, some work experience suggesting ability to perform manual labor in a reliable manner is desirable.

Necessary Special Qualification

Must possess and maintain a valid Class D Driver's License issued by the State of New Mexico and have a satisfactory driving record.

Necessary Special Requirements

Must be able to pass a rigid background investigation including work history, criminal records, driving records and other records deemed necessary.

MUST SUBMIT THE "PRE-EMPLOYMENT RELEASE AND WAIVER" FORM WITH THE APPLICATION

**IF YOU REQUIRE SPECIAL ACCOMMODATIONS, PLEASE CONTACT THE HUMAN RESOURCES
DEPARTMENT AT CITY HALL, 425 N. RICHARDSON, (575) 624-6700, EXT. 268**